

Recruitment Guide

WEC Future Energy Leaders Programme

1. Introduction

This document is a guide for Member Committees with regard to the preparation of the Future Energy Leaders Programmes which take place at the triennial World Energy Congresses. The document comprises a set of guidelines for WEC Member Committees on how to recruit their respective Future Energy Leaders. The document also contains a general overview of features for the Programme.

WEC London is happy to provide further guidance if necessary.

2. Aims of Recruitment and Selection

The overall aim of the Future Energy Leaders Programme is to help young professionals to encourage their continuing interest in being part of the energy industry; to play a more visible part in the debate on energy and sustainable development; to share their experiences, to enhance their capacity to make decisions concerning the role energy plays in our lives and to encourage them to become engaged in WEC's work.

The aim of the recruitment process is to find the most suitable candidates for the Future Energy Leaders Programme and therefore for the Future Energy Leaders Community, which is gradually enlarged at each successive Congress. Thus WEC London provides this consistent set of general guidelines to help WEC Member Committees recruit those candidates and the Congress organizers to run a successful Programme.

A good recruitment process:

- helps enhance the overall experience of the Future Energy Leaders Programme for the young professionals involved.
- ensures a professional and robust Programme.
- helps identify the most qualified and talented young professionals who can be groomed to become the energy leaders of tomorrow.
- provides a pool of outstanding young professionals to target for WEC involvement.
- helps to promote a positive image and visibility for the Future Energy Leaders Programme and the overall WEC mission.

3. Features of the Future Energy Leaders Programme

- Before each Congress, all WEC Member Committees are given the opportunity to identify at least two talented young professionals and where possible two alternates from their country's energy industry to participate in the WEC Future Energy Leaders Programme. **The deadline for this nomination process is the 26th February 2010**
- The Delegate's company or Member Committee should be willing to pay the registration fee, expenses and travel costs for their nominated representatives, while the Congress organiser pays for accommodation. **Registration fee is \$1,800 Canadian.**
- The Future Energy Leaders Programme takes place within the context of the triennial World Energy Congress and is aimed at encouraging interaction among young professionals from around the globe as well as providing them with the opportunity to meet and hear from the most prominent and respected energy industry experts.
- The programme for the Future Energy Leaders is prepared and mutually agreed between WEC London and the Congress organisers but includes the opportunity for the Future Energy Leaders to attend the main Congress Programme, including Keynote Addresses and Round Tables as well as the Opening and Closing Ceremonies.
- The Future Energy Leaders Programme will include breakfast seminars with talks by energy industry leaders and group discussion sessions on the themes of the Congress.
- During the course of the Future Energy Leaders Programme at each Congress, the Future Energy Leaders develop a group declaration highlighting the outcomes and conclusions of their discussions, presenting their views and suggesting new ideas and solutions. This declaration is presented to all Congress delegates by one or more Future Energy Leaders at the Congress Closing Ceremony.

4. Recruitment Process

- This guide includes information and advice on how to recruit the best candidates. In addition to these guidelines and the summary provided in the invitation letter, please also find a sample application form attached (Attachments 2) which Committees may wish to use as the base for their own recruitment of Future Energy Leader delegates.
- Each WEC Committee is strongly encouraged to select at least two Future Energy Leaders to attend the Congress and the nomination where possible of two additional alternate delegates. Where MCs do not provide two candidates, WEC London reserves the right to recommend alternate candidates from other countries.
- These selected application forms are to be sent back to WEC London, with the candidates ranked in order of the Committee's preference as representatives of their Committee in the Future Energy Leaders programme.
- WEC London is responsible for registering the Future Energy Leaders for the Congress.

5. Requirements/Criteria to the Future Energy Leaders

All candidates should:

- Be aged between 25 and 32 years. For the purpose of clarity, a candidate should be 25-32 years old as of the day of the Congress Opening Ceremony.
- Represent the best and most promising employees of WEC Member Companies. Please note: While the Programme is aimed primarily at young professionals in their first or second job with an energy company, it is also possible for Member Committees to nominate outstanding students to participate in the Programme, so long as the student nominee is within the required age limits.
- Be fluent in English, as the Programme will be delivered in English.
- Ideally have relevant work or project experience within the energy industry.
- Be highly motivated and encouraged to work with WEC and share their views and experiences and therefore
- Be willing to automatically become members of the Future Energy Leaders Community and continue to play a role in this Community for the future.

6. Possible selection criteria

It is entirely the decision of each Member Committee on which procedure to use to select suitable candidates for nomination. As previously stated each Member Committee should ideally nominate two delegates, and where possible provide two alternate nominations.

Possible candidates can be selected on a number of criteria, only a sample of which is provided below as examples:

1. Ask candidates to write a short statement on the theme of the Congress (these papers will not be presented at the Congress, unless the author submits it themselves via the WEC 2010 Call for Papers website)
2. Ask candidates to write a short statement on energy issues of particular importance at the national level.
3. Ask for candidates to submit CVs and base the decision on relevant professional experience alone.

It is important to note that the Member Committee is responsible for the initial recruitment and selection process. WEC London requires only the details of the two nominated and two alternate delegates.

7. Key dates for Future Energy Leader recruitment process

26 th February 2010	Deadlines for Member Committees to send nominations to WEC London
1 st March 2010 – 31 st March 2010	Processing of nominations by WEC London
1 st April 2010	Completion of selection process. Notification will be sent to all Member Committees of their approved delegate list.
15 th April 2010	Confirmation will be sent to all approved delegates by WEC London; each approved candidate will be asked to confirm in writing that he or she is prepared to participate in the Future Energy Leaders Programme, after which the candidates will be registered for the Congress and further details about the programme will be sent to them.

8. Student Registration Fee

In a departure from previous Congresses, there will be a specific discounted Student registration fee for the WEC Montréal 2010 Congress of \$1000 Canadian. This does not include involvement to the Future Energy Leaders Programme, but might be of interest to younger people who are not eligible to be a Future Energy Leaders delegate.